

2003-2004

Arts In Education Program

Washington State Arts Commission

Arts Curriculum Grant Application

Governor Gary Locke

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Statement on Multi-Cultural Involvement

We are a culturally diverse society. This diversity is our strength. The Washington State Arts Commission will respect and seek to achieve multi-cultural diversity in its programs and administration through:

- Ensuring culturally diverse representation in decision making by attention to multi-cultural diversity among review panel members and other advisory bodies, affirmative recruitment and hiring of permanent and temporary staff, and continual consideration of multicultural candidates for arts commissioner appointments;
- Development of policies, guidelines, formulas, and procedures that provide equitable funding distribution to arts organizations, artists, and activities representing the diverse, multi-cultural communities of the state;
- Encouragement and recognition of the arts community's support of cultural diversity;
- Provision of technical assistance in designing steps toward greater diversity in the boards, staffs, and artistic programming of state-funded institutions and organizations;
- Identification of the ongoing needs and opportunities within the arts for achieving multi-cultural involvement.

The Arts In Education Program actively encourages multi-cultural applications and programs.

Mail Applications To:
Washington State Arts Commission
Arts In Education Program
PO Box 42675
Olympia, WA 98504-2675

Applications for professional artists wishing to apply to the WSAC AIE Artist Roster will be available in the fall of 2002. Please contact the AIE office to request an application.

The Washington State Arts Commission's Arts In Education Program is funded by the Washington State Legislature and the National Endowment for the Arts. Published by the Washington State Arts Commission, June 2002. Every effort has been made to publish accurate and timely information.

General Information

The Arts Curriculum Grant is designed to support current and long range components necessary to the planning of quality arts education programs in Washington's K-12, public schools. Proposals must respond to the state's Essential Academic Learning Requirements in the Arts.

Eligibility: Washington state public schools and districts (both individually and in group partnerships) are eligible for up to three arts curriculum grants from WSAC during the decade 2000-2009.

Assistance: Do not hesitate to call the AIE Program Manager at 360-586-2418 if you have questions or need guidance while preparing the application. First time applicants are especially encouraged to call for assistance. The AIE staff looks forward to helping you.

Awards: Applicants may request up to \$10,000.

Timeline: Applicants may apply for a one-year project to be completed between July 1 and June 30.

Budget Information

Budget Match

Applicants must match equally the monies applied for. However, in-kind expenses may be used as part or the entire match. In-kind expenses may include the regular hourly wages and benefits of project participants for work hours expended on the project, volunteer hours, and other donated services. Cash matches, however, show a greater commitment from the applicant, and budgets that include cash contributions are rated higher.

What Will Be Funded?

The Arts Curriculum Grant will fund:

- Administrative expenses like design and printing of documents such as curriculum guidelines;
- Fees of professional consultants outside the district, like experts on the state's Essential Learnings in the Arts, arts curriculum specialists, and consultants hired to lead the district/school team in the planning, curriculum, or assessment projects and/or train the team or faculty to use the documents developed through the project; and
- Fees of substitute teachers hired so that classroom teachers and specialists can participate in project meetings or training. When substitutes are not available, the grant may reimburse for an honorarium paid to participating teachers for hours (like during the summer and weekend) outside their salaried time if the application includes a letter explaining the need from the appropriate administrator.

What Will Not Be Funded?

The Arts Curriculum Grant will not fund:

- Regular staff and faculty salaries (but those can be used as a match in the budget);
- Fees or travel for off-site workshops, courses, or conferences;
- Art supplies or equipment;
- Refreshments;
- Capital/bricks-and-mortar expenses,
- Artist residencies, performing groups, docent programs, or
- After school or other activities that are not a regular part of the sequential curriculum.

Please note the difference between a curriculum project, which results in arts curriculum materials and/or training teachers to use those materials, and a project in which artists provide workshops and/or performances for students and teachers, which is an “artists-in-schools project” and is not funded by this grant.

Review Process

An advisory panel of arts educators and administrators will review the grants using the criteria listed below. The panel’s recommendations will be submitted for approval to the Washington State Arts Commission at the May meeting, and applicants will be informed soon after.

Review Criteria

Proposals Demonstrate:

- An excellent plan that aligns with the state’s Essential Academic Learning Requirements in the Arts;
- Ability of the applicant(s) to carry out the proposal;
- The district’s commitment to arts education;
- Realistic budget;
- Realistic timeline;
- Qualifications of staff and/or consultants involved as demonstrated by attached brief resumes; and
- An inclusive project “team” that includes teachers, administrators, and community members. (It is expected that the district’s arts specialists will be involved heavily in the project.)
- Additionally, geographic distribution of the awards may be taken into consideration.

Examples of Projects Funded

Kent School District’s first arts curriculum grant was awarded to develop kindergarten through sixth grade lessons that integrate visual art student learning objectives with social studies student learning objectives. Two subsequent grants funded peer teacher training sessions through which teachers learned lessons that integrated the district visual art curriculum with reading, writing, or math.

Mercer Island School District’s grant helped train 102 classroom teachers to use the Art Connections Curriculum.

Mount Baker School District, in Whatcom County, received three curriculum grants—the first to develop a third-grade and a sixth-grade design curriculum, the second for related art lessons, and the third for *Draw Sm’art*, an integrated program of assessments, curriculum, and no-fail art lessons designed for teachers.

North Thurston School District’s 2000-2001 grant supported the enthusiastic work of their fifty-six district arts specialists who produced curricula for K-6 general music, grades 5-12 band, grades 5-12 orchestra, grades 7-12 visual art, and K-12 theater.

Ocean Beach School District trained teachers in understand and develop lessons based on their new Visual Arts Curriculum and to work with a consultant to create an assessment system to evaluate the lessons and student-produced work based on the curriculum and the EALRs in the Arts.

Washington Alliance for Better Schools, a partnership of Puget Sound school districts, developed and published the *Elementary Arts Curriculum Model*, a model for the K-5 level, based on current drafts of the Revised State Standards for the Arts and the Theater Frameworks from the Office of the Superintendent of Public Instruction.

Arts Curriculum Grant Instructions and Checklist

- ☐ Section 1 Complete and sign the Arts Curriculum Grant Application Form, pages 4-5.
- ☐ Section 2 & 3 Complete the Narrative (proposal and goals/objectives/timeline) on page 6.
- ☐ Section 4 Develop a Budget, see example on page 8.
- ☐ Section 5 **Mandatory Support Material:**
Letter of support from district's superintendent or board chair (or your school's principal)

Brief (one page) resumes of consultant/s to be hired and key staff leading the project.

To create an application packet, place the form, with the original signatures, on top of the narrative, followed by the budget and a letter of support.

- ☐ Six Copies (plus the original) of the above items.
- ☐ Section 6 One packet of supplementary materials may accompany the seven identical application packets.

Please:

- STAPLE or paperclip each packet. DO NOT bind or put in folders (except supplementary materials, section 6) or use cover sheets. Cover sheets or cover letters addressed to the panel are not allowed and will be removed before sending to panelists.
- NO handwritten applications will be accepted.
- ONLY **complete** applications will be accepted.
- Please be aware that all applications are a matter of public record. We routinely release the school's/district's/organization's and contact person's name, address, and phone number, as well as the amount of the grant and the scope of the proposal. Occasionally, we release "examples of exceptional proposals" and other information to interested parties. We are required to follow this policy. If you are concerned about this issue, please call the AIE office.

APPLICATIONS RECEIVED AFTER 5:00 PM, MARCH 28 WILL BE RETURNED

Section 1: Arts Curriculum Grant Application Form

Application must be complete upon submission and must be received in the WSAC office before 5:00 PM, March 28, 2003. Late applications will not be reviewed and will be returned. Before completing this application, please read all general and specific directions for the Arts Curriculum Grant.

Complete the following application form, the narrative questions, and the budget. Funding decisions will be based on the completeness of information included in the responses to each question. Applications are competitive.

No handwritten applications will be accepted.

Applying School/District/Agency:

Mailing Address:

City: State: Zip:

Phone: Fax: E-mail:

Federal Tax Identification Number:

County: Legislative District: Congressional District:

School District (if applicable):

Contact Person (All WSAC correspondence will be addressed to this person)

Name:

Phone: Fax:

Address (if different from above):

City: State: Zip:

Does your school district have the following (District and individual schools must answer)?

- | | | |
|--|-------------------------------------|------------------------------------|
| • Dance Curriculum | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| • Drama Curriculum | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| • Visual Arts Curriculum | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| • Art (dance, drama, music, visual art) teachers/specialists | YES <input type="checkbox"/> | NO <input type="checkbox"/> |

If yes, how many (count half-time as .5)

If this application is for an individual school, how many art teachers/specialists work at your school?
(count halftime as .5)

Does your district have a high school graduation requirement in the arts? YES ☐ NO ☐

If so how is the requirement stated? _____

Number of students in your school: _____ In your district: _____

Will applicant accept a smaller grant if it is not possible to award the full amount of the request? YES ☐ NO ☐

Has your district/school received a WSAC Arts Curriculum Grant before? YES ☐ NO ☐

How many Arts Curriculum Grants has your district/school received? _____

Has your district/school ever failed to spend the entire grant? YES ☐ NO ☐

Dollar amount not spent: _____

What is your total grant request (Section 3, line A of your budget)? _____

COMPLIANCE AGREEMENT

I have read the Residency Grant requirements in this booklet and will comply with them should our agency receive a grant. It is understood and agreed that any funds awarded as a result of this application are to be used for the purpose set forth herein. Furthermore, it is understood that the organization receiving federal funds agrees to comply with: 1. Title VI of the Civil Rights Act of 1961, which prohibits discrimination on the basis of race, national origin, or color. 2. Title IX of the Education Amendments of 1972, which prohibits sex discrimination in educational programs and activities. 3. Section 504 of the Rehabilitation Act of 1973, which requires handicapped persons to be given equal opportunity to participate in programs.

Please sign in blue ink only

Signature—The official authorized to commit organization in financial matters – executive director, superintendent, business manager. BOTH signatures MUST be included.

Authorizing Official

Typed Name

Date

Signature—Individual listed as the contact person; the person who will administer the grant

Sponsor Contact Person

Typed Name

Date

SECTION 2: PROPOSAL

Using no more than two, typewritten, 8-½ x 11", single-sided pages, with at least 1" margins and a font no smaller than Times New Roman 12 point:

1. describe your school/school district's current arts education program, and
2. explain how an Arts Curriculum Grant will be used to establish components of a quality (or higher quality) arts education program that responds to the Essential Academic Learning Requirements in the Arts.

Please note that panelists may refuse to read your application if the font is too small or difficult to read.

SECTION 3: GOALS, OBJECTIVES, STRATEGIES, EXPECTED RESULTS, AND TIMELINE

Using no more than two, typewritten, 8-½ x 11", single-sided pages, with at least 1" margins and a font no smaller than Times New Roman 12 point, list the goal(s), objectives, strategies, and expected results that will drive your proposed project. Following each objective, list an anticipated completion date. (see page 8)

SECTION 4: BUDGET, see page 9

SECTION 5: MANDATORY SUPPORT MATERIALS

- Brief resume of consultants to be hired with the grant and key staff leading the project. (A brief resume is no longer than one page.)
- Letter of support from the district superintendent or school board chair (for individual school projects, a letter from the principal should be included).

SECTION 6: SUPPLEMENTARY SUPPORT MATERIALS

One packet of supplementary materials may be submitted. Packet may include a copy of current arts curriculum, final report from previous Arts Curriculum Grant, additional letters of support. Please send one packet only! Panelists will share the packet.

Mail Application Packets to:

**Arts in Education Program
Washington State Arts Commission
PO Box 42675
Olympia, WA 98504-2675**

Limited Example of Goals, Objectives, Strategies, Expected Results, Timeline Format:

Goal: To design, develop and train K-6 teachers of Mount Baker School District in performance and communication assessment strategies linked to the Essential Academic Learning Requirements in the Arts during the 1997-98 school year. This project will utilize the K-6 "Sm'Art Lessons" curriculum-resource book funded by previous Washington State Arts Commission Arts Curriculum Grants.

Objective 1.

During September 1997, the Mount Baker School District will work with the arts consultants to plan the structure for developing and applying assessment strategies to its elementary visual arts program.

Strategies:

1. The Elementary Arts Committee will work collaboratively with the elementary schools and Director of Curriculum and Instruction to select a representative group of four K-6th grade teachers (one per school, varying grades) and parents to work with the arts consultants. Teachers will be selected from a pool of those who know the content of the arts and have attended the district assessment literacy workshop on June 11-12, 1997.
2. Upon project committee establishment, once a month meetings will be scheduled, beginning late September 1997.
3. Arts assessment training of all K-6 teachers to be scheduled for late April or May 1998.

Expected Results:

By the end of September 1997, a broadly representative group of individuals will be coordinated into a visual arts assessment committee, whereby each person understands purpose, goal and timeline.

Objective 2.

Between September 1997 and November 1997, committee will gain a thorough understanding of the assessment context and be knowledgeable in the principles and attributes of sound assessments as related to the arts and Sm'Art Lessons.

Strategies:

1. Committee will invite a guest speaker from SPI or Commission on Student Learning to clarify issues in question.
2. Committee members will cluster Sm'Art Lessons by grade levels, concepts and skills as related to benchmarks of the Essential Academic Learning Requirements.
3. Committee will research existing resources on arts assessment, including but not limited to the nature of the state assessment procedures, information from SPI, Commission on Student Learning, other Washington school districts, other states, assessment practitioners, etc.
4. Committee will research existing resources on arts assessment, including teacher fears, lack of confidence, time issues and beliefs.
5. Committee to study and understand performance and personal communication assessment methods and their relationship to the classroom applications of exploring student proficiency in: a) demonstrating skills and creating quality products and b) student reasoning and problem solving.

Expected Results:

By November 1997, the assessment committee will have gathered assessment data from many sources, completing thorough research in performance and communication assessment.

Budget Format Example**CASH EXPENSES**

Expense Category	Expense	Supported by
Substitute teachers 85 teachers x 9 hrs @ \$13.42	\$10,266	\$5,000 WSAC \$5,266 MISD
Substitute for art specialist 9 hrs @ \$13.42	\$120	\$120 MISD
TOTAL CASH EXPENSES	\$10,386	

PROJECT INCOME

WSAC Arts Curriculum Grant	\$5,000
Mercer Island School District	\$5,386
TOTAL PROJECT INCOME	\$10,386

IN-KIND EXPENSES

Arts Curriculum Team meeting time	\$5,300	MISD
Project Coordinator	\$4,000	MISD
SRA Arts Connections Curriculum	\$28,115	MIS Foundation
Materials	\$16,600	MIS Foundation
TOTAL IN-KIND EXPENSES	\$54,015	
TOTAL PROJECT COST	\$64,401	